

CLASS TITLE: CHIEF PUBLIC PROTECTION INSPECTOR

Class Code: 02204400

Pay Grade: 32A

EO Code: D

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform inspectional activities of a confidential nature related to the regulatory sections and units which comprise the Division of Commercial Licensing and Regulation in the Department of Business Regulation; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude for the exercise of independent judgement; work is reviewed upon completion for results obtained and conformance to law and prescribed policy.

SUPERVISION EXERCISED: As required, supervises subordinates assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To perform inspectional activities of a confidential nature related to the regulatory sections and units which comprise the Division of Commercial Licensing and Regulation in the Department of Business Regulation.

To conduct difficult and routine investigations relative to the regulation and enforcement of the laws relating to the licensing of real estate agents and brokers, alcoholic beverage industry, alarm system installers, travel agencies and agents, auto wrecking and salvage yards, automobile body repair shops, auto salvage rebuilders, mobile home parks, and the manufacture or sale of articles of bedding and upholstered furniture.

To investigate complaints related to the Division's regulatory jurisdiction; to perform field inspections.

To prepare written reports concerning investigations and results obtained.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of state and other relevant consumer laws and regulations and the ability to interpret and apply such laws and regulations to insure the protection of public interest; a thorough knowledge of the statutes relating to false and/or misleading advertising; the ability to make field investigations and inspections; the ability to supervise and review the work of others engaged in investigatory and inspectional duties; the ability to prepare written reports; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing; and

Experience: Such as may have been gained through: employment in a responsible position involving the making of field investigations involving consumer-related activities or investigations concerning the regulation and enforcement of law.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: April 27, 1997

Editorial Review: 3/15/03